United States Military Training Mission to Saudi Arabia (USMTM)



Welcome Packet

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CHAPTER 1

SAUDI ARABIA – THE HOST COUNTRY



1-1. Area, Geography, and Climate

- a. The Kingdom of Saudi Arabia (KSA) occupies approximately 870,000 square miles or four-fifths of the Arabian Peninsula and is roughly equal in area to that part of the United States which lies east of the Mississippi River.
- b. The Kingdom is divided into geographical districts and these have been subdivided into administrative districts or provinces. These geographical divisions are the Northern Province, Al-Medina, Mecca, Boljarshi, Asir, Jizan, Nejran, Bishah Ranyah, Al-Khasirah, 'Afif, Al-Qasim Ha'il, Al-Jawf, Northern Frontiers, Al-Riyadh and the Eastern Province.

1-2. Topography

- a. The Kingdom rises from a low coastal plain along the Arabian Gulf through a higher inland plateau and across a mountainous ridge which extends the entire length of the peninsula along the western coast. This mountain chain reaches elevations of 7,000 feet east of Jeddah and steadily climbs to peaks over 12,000 feet in Yemen.
- b. Most of the terrain in the Kingdom is open desert with little vegetation. There are no perennial lakes or rivers and all farming requires irrigation. Two large oases exist in the Eastern Province (Al-Qatif north of Dammam and Hofuf south of Dammam). Another oasis is located near Al-Kharj southwest of Riyadh. Some portions of the Asir (along the southwest coast of the Kingdom near the Yemen border) are arable due to relatively significant rainfall in its higher mountain regions.

1-3. Climate

- a. The Kingdom's climate is generally comparable with that of the American Southwest with intense summer heat being the most notable feature. Summer temperatures frequently exceed 120 degrees Fahrenheit over much of the country and are accompanied by high humidity along both coasts. From October to April the weather is generally mild and pleasant. Nighttime temperatures occasionally drop to below freezing in mid-winter along the northern frontier and in the higher mountains along the West Coast.
- b. Rainfall over the entire peninsula is sparse and is generally confined to the winter and early spring months. In some years rain may be almost totally nonexistent except for the mountain regions of Asir. The Empty Quarter (Rub al-Khali), which covers the southern portion of the Kingdom, has gone without rainfall for periods of several years while other areas have experienced downpours which resulted in flash flooding. This unpredictable and local nature of rainfall is characteristic of most desert areas.

1-4. Economy

- a. The discovery of oil changed the entire economic structure and status of the Kingdom. Although first discovered in 1938, World War II delayed exploitation until near the end of the war. Prior to the discovery and development of its oil resources, the Kingdom depended primarily upon income from pilgrims who traveled to Mecca to perform the religious rites required by Islam. Oil became a significant source of foreign currency after 1950 when the Kingdom and the American oil companies of Arab American Company (ARAMCO) agreed to share profits on the basis of a 50/50 split. Today the Kingdom has full control over its oil industry. Saudi Arabia is the world's largest oil exporter and the third largest oil producer following the United States and Russia. Beginning in late 1984, Saudi Arabia experienced an economic downtrend due to a world oil glut and lower prices. However, with about 25% of the world's oil reserves, the Kingdom's wealth is assured for many years to come.
- b. The oil fields also contain enormous quantities of natural gas, which is currently being harnessed under the gas-gathering project. After the substantial rises in the price of oil in the 1970s, the Kingdom's overall income has outstripped its expenditures. The 500 billion Saudi Riyal 1975-1980 development plan was an attempt to channel the Kingdom's wealth into desirable outlets. The aim of the plan was to bring positive changes to the living conditions of the Saudi people including improved health services, educational facilities, public services, and social security. One objective was to diversify the Kingdom's economic base away from oil, which presently accounts for around 70% of gross national product, 90% of exports, and 95% of State revenues. Major obstacles like manpower shortages, port congestion, and inflation have had to be overcome.

- c. While more that 40% of expenditure is in construction work, industry has expanded rapidly under Government encouragement with much performed by expatriates. A large portion of the skilled and professional work force is of Egyptian, Lebanese, Palestinian, Jordanian, Syrian, and Far Eastern origin. Europeans, North Americans, and other Westerners play important roles in many fields, notably in oil production, construction, health care, and defense expertise.
- d. The current development plans, projections, and government priorities will continue to make substantial commitments to the building of an infrastructure while encouraging private enterprise to substitute imports of manufactured goods and agricultural products and improve service industries. The development of the petrochemical industry and rural areas will be stressed with emphasis placed on improving the skills of the workforce.

1-5. People and Population

- a. The population of Saudi Arabia is mainly composed of descendants of indigenous tribes that have inhabited the peninsula since prehistoric times with some later mixture of Negro blood from slaves imported from Africa. Slavery was abolished in 1962 and the slaves have been absorbed into the present population of Saudi Arabia. Along the shores of the Arabian Gulf are found some people of Persian descent. The Arabs of the peninsula are racially and culturally homogeneous, bound together as an ethnic group by their language and faith in Islam.
- b. Until recent decades, Saudis were primarily nomadic or semi-nomadic people. Under the influence of rapid economic development and spurred by the exploitation of vast oil resources, migration to the principal cities has steadily increased, and today nomads are estimated to comprise only 15% of the population. The Saudi Arabian Government has encouraged a shift from pastoral to fixed agricultural pursuits.
- c. The first official census, taken in 1974, revealed the population of Saudi Arabia to be around 7 million. The majority of the people are Sunni Muslims. The minority religious sect consists of Shiite Muslims living primarily in the Eastern Province. In addition to the indigenous population, there are several hundred thousand foreign guest workers in the Kingdom. The current population is approximately 14 million with an additional 6+ million expatriates.

1-6. Religion, Culture, and Customs

- a. To speak of the Saudi Arab is to speak of his religion and culture for they are bound together inextricably. The national flag of Saudi Arabia bears the Islamic Creed--There is no God but God; Mohammed is the Messenger of God--underscores this fact--and the unsheathed sword, symbolizing strength rooted in faith.
- b. Nowhere in the Arab world does the Islamic faith so permeate secular and civil life as it does in Saudi Arabia. In truth, there are few moments in ordinary conversation between Saudis that do not contain reference to God, and few acts are performed which do not have their basis in the Holy Koran.
- c. According to Muslims, elements of their religion were revealed through a long line of prophets, but the full and final revelation was given to Mohammed and later embodied in written form as the word of God in the Koran. In Saudi Arabia, which recognizes the law of Islam as its fundamental code, religious law (the Shariah) prevails in most matters which in other states fall within the province of civil law.
- d. The Islamic religion itself is quite simple and personal in nature. Though Muslims spend much time discussing religion and men who are well versed in its practice and teachings often acquire great influence,

there are no rites or ceremonies performed by priests or ministers as in Christian churches. There are "Imams" who lead in prayer at the mosques, but the basic concept of Islam is one of direct relationship between the individual and God. The mosques, many of which are quite imposing and beautiful, are the sanctified places where Muslims pray and are seen everywhere throughout the Kingdom.

- e. Five duties, referred to as the Five Pillars of the Faith, are required of a Muslim:
- (1) The first, Profession of Faith, consists of believing a basic formula -- "There is no God but God" -- to which is added, "Mohammed is the Messenger of God."
- (2) The second Pillar of faith is Prayer. Muslims are enjoined to pray five times each day -- at dawn, at midday, the latter part of the afternoon, at sunset, and in the evening, and it is not unusual to see people praying in any part of the city or along the roadsides. On Fridays, the day of rest in Saudi Arabia, men gather at mosques for congregational prayer. The daily prayers are performed individually or by small groups at mosques or wherever a Muslim happens to be at the appointed time with each participant following a set ritual as he faces toward the "Kabah," the House of God, in Mecca.
- (3) The third Pillar is "Zakaht" or obligatory alms. Islam recognizes that the lot of men varies and consequently strives to reduce the differences which divide them by requiring that the more fortunate devote a portion of their wealth to the welfare of the poor.
- (4) The fourth Pillar is Fasting; this is required of Muslims during Ramadan, the ninth month of the Muslim year. In practice, all Muslims are required to abstain from all food, drink, tobacco, and sex from the moment before dawn when a white thread can be distinguished from a black one, until the setting of the sun throughout the lunar month. These times are signaled throughout the towns and villages by the firing of a canon. In larger cities, those times are singled out by the daily early morning and sunset prayer calls. The first three days of the following month are celebrated as the Feast of Breaking the Fast -- the Eid-al-Fitr -- which is a feast time during which visits are exchanged among Muslim families. This is one of two holidays observed throughout the Kingdom of Saudi Arabia, the second being the Eid-al-Adha, the feast of the Sacrifice, which is observed from the 9th-12th day of the Muslim month of Hajj. During these periods most offices close down for several days.
- (5) The fifth Pillar is the Hajj, or pilgrimage to Mecca, and is required of all Muslims who have it in their means to perform this act of piety at sometime within their lifetime. Each year hundreds of thousands of Muslims from Saudi Arabia and all over the world come to Mecca to perform the Pilgrimage in one of the most convincing acts of faith the world has ever known. Ordinarily performed during "Dhu-al-Hijah" (the last month of the Muslim year), Islam also recognizes the "Umrah" or "mini" pilgrimage, which may be performed at any other time of the year. The rites of the Pilgrimage, precisely set forth and scrupulously followed, include the Feast of the Sacrifice, the second of the two holidays observed in the Kingdom. Although not obligatory, many pilgrims visit Medina and the Tomb of the Prophet either before or after performing the Hajj to Mecca.
- f. No written guide could fully prepare a newly arrived Westerner for the diversity and complexity of Arab customs with which he would be confronted if placed initially in an exclusively Arab society. As strangers in this land you may not understand their laws; however, you are governed by them, and these laws are dictated by the Holy Koran. Saudi Arabians are accomplished masters at making a guest feel welcome and comfortable and are scrupulous in observing social amenities as host. Furthermore, the people are quick to recognize and appreciate sincerity, and no visitor can go wrong by observing traditional respect and consideration for the feelings, customs, and benefits through the centuries of Arab existence on the Arabian Peninsula. Saudi Arabians are good humored and kind and they expect others to be so. They are not likely to take offense to social blunders made by foreigners which arise not from intent but from ignorance of their customs.

- g. In modern times many customs, exclusive of those directly associated with the practice of the Islamic faith, are undergoing changes, though the degree of change varies within the ranks of society. As an example, a businessman in the port city of Jeddah might wear Western clothing during the day but revert to traditional Arab robes to receive guests in his house during the evening. On the other hand, the wear of Western dress in a small village in the Asir would be extremely rare. In the tents of the Bedouins, one would expect to see the least evidence of alteration of traditional customs.
- h. The position of women in Saudi Arabian society represents a significant difference from what it is in Western countries. For centuries the women of the Arabian Peninsula lived in almost total privacy and were seldom seen by males other than their husbands and close relatives. The "Harem" referred to separate quarters occupied by women and was part of the finest palace and smallest tent alike. When women went outside the home, they were shrouded in black and totally veiled, although in the Asir and among certain Bedouin tribes this custom of veiling was not as rigidly adhered to. The "Abaya" (black shroud) and veil have far from disappeared--though exceptions or modifications become more frequent each year, particularly in the larger towns. As recently as 1959, the education of females in Saudi Arabia was largely a family matter. In that year a Royal Proclamation provided for the establishment of Government schools for girls. In subsequent years the program has expanded, but the demand for facilities continues to exceed the number of students desiring training.
- i. Marriage is governed by a complex set of religious laws in Saudi Arabia. A Muslim male is permitted four wives, any of which can be divorced, but not without fulfillment of certain obligations, particularly in regards to provisions for children of the marriage. In recent years, polygamy has been on the steady decline in Saudi Arabia with a corresponding reduction in divorces. The sense of family or tribal unit, of cohesion and close loyalty, has always played an important role in the life of the Arabs of the Arabian Peninsula, and these ties are extended in a real sense to distant cousins. Large households were once the rule, although in more recent years the tendency is towards smaller home units limited to immediate family. Regardless, ties remain extremely close within large family groups.
- j. The custom of hospitality has made the inhabitants of the Arabian Peninsula justifiably famous over the world. Though the standards are set by customs, as in the ritual of serving coffee and sweet tea to any visitor, or in loading the banquet table quite literally to overflowing with food, Saudi Arabians today inject spontaneity and sincerity into their treatment of guests on all occasions.
- k. The normal work-week in Saudi Arabia is Saturday through Wednesday; Thursday and Friday are considered the "weekend."

1-7. Etiquette

- a. It makes good sense for any person coming to live and work in Saudi Arabia to familiarize himself/herself with the customs of its people in order to more fully blend into the society and gain a fuller appreciation for the land and people who are his host.
- b. Though it is simplistic to generalize about a people whose diverse customs and mores are deeply rooted in traditions of the past (and which have been greatly romanticized in literature), there are still certain salient points that bear mention since they are at variance with traditional Western customs.
- c. Saudi Arabians are not apt to take offense at a foreigner's social blunder committed out of ignorance. Conversely, an intentional slight or deliberate disregard for local custom is likely to be viewed as serious and have lasting repercussions.

- d. In any contact with Saudis, whether through polite social conversation or amid business dealings, it is never appropriate to display impatience or undue haste since these traits are normally interpreted as evidence of insincerity or a lack of self-control. Conversation is invariably opened with ritualistic small talk centered on the health and well-being of the participants and their respective families; however, interest should never be displayed directly on female relatives.
- e. When entertaining visitors or guests, the host should never give the appearance of wishing to terminate the visit. When inside the home or office, the host should not urge an Arab to uncover his head, and it is considered offensive to some Arabs to sit so that the soles of the footwear confront another person. Upon departure of a guest, either from office or home, it is good for the host to accompany him to the outside door or gate regardless of any insistence by the visitor that he remain seated inside. Even today, it is wise not to express admiration or unusual interest for any of an Arab's belongings, valuable or otherwise, since it may be offered to one on the spot amid much embarrassment. This very old custom is still observed by some in Saudi Arabia.
- f. When politics are discussed with Saudis, it should be borne in mind that they generally share the feelings of the larger Arab World concerning such issues as Palestine and Arab unity.
- g. As Muslims, Saudi Arabians are bound not to eat the meat of pigs, and the drinking of alcoholic beverages is forbidden. In fact, alcoholic drinks are not allowed in the Kingdom by law. Although it is true that not all Muslims rigidly adhere to these restrictions, it would be a grave offense of the sensibilities of most Saudi Arabians to serve liquor or pork products to them.
- h. At a traditional feast where silverware or dishes are not used it would be offensive to some to reach into the various dishes with the left hand; however, no guest need feel embarrassed nor hesitate to take a fork into the left hand and eat to his heart's content at a more conventional dinner or banquet. It is considered a mark of appreciation for the host's endeavors to fill one's plate to overflowing and eat with great gusto.
- i. Unlike convention in the Western World, guests usually do not linger long after a meal. There may be the serving of another round or two of coffee and tea (guests signal that they have had enough by a shake of the wrist upon handing back the cup or glass to the pourer), and then guests are expected to take their leave amid profuse expressions of appreciation for the hospitality enjoyed.
- j. The taking of photographs within the Kingdom is generally discouraged and both caution and discretion should be adhered to. You should not photograph anyone or any place without permission. It is forbidden to take pictures of mosques, military installations and equipment, flight line facilities at airports, sea port facilities, or subjects that might prove embarrassing to the Government. In this latter category would fall scenes of poverty or "backward conditions."
- k. Since the matter of religion and its practice is a highly personal matter in Saudi Arabia, non-Muslims must at all time show consideration for local custom in this regard. Specifically, non-Muslims are forbidden entry into Mecca and Medina (except as transients at the Medina Airport) and should not attempt to enter mosques nor become involved in any way in the public dealings of punishments to adjudged violators of religious law. Non-Muslims should also refrain from eating, smoking or drinking in front of Muslims during fasting hours of Ramadan as this may be considered impolite and can be a questionable act if practiced in public during fasting hours

- l. Western women must adapt to restrictions of their normal freedom off Eskan Village. Women are not allowed to drive or to be passengers in a vehicle with a man who is not a relative or an assigned driver. The dress code for women is very restrictive in most areas of Saudi Arabia with a requirement for arms and legs to be covered.
- m. Saudi Arabia is a nation where a desire for social progress and adherence to traditional values and customs sometimes produce contradictions in Western eyes. Saudi Arabians themselves are proud and dignified people bound closely together by their heritage, language, and faith in Islam. They value family ties and personal relationships to a degree no longer common in the Western World. To the new arrival or visitor, Saudi Arabia should be viewed first and foremost as a fascinating land inhabited by a sincere and friendly people.

CHAPTER 2

THE UNITED STATES MILITARY TRAINING MISSION-SAUDI ARABIA

2-1. Description, Organization, and Functions

- a. The United States Military Training Mission (USMTM) to Saudi Arabia is a joint training mission and functional component command under the military command of the United States Central Command (CENTCOM), which is headquartered at MacDill Air Force Base, Florida. The Chief of USMTM has been designated as the senior United States Defense Representative in Saudi Arabia and has been given coordinating authority over the other DoD agencies in country. The other major agencies are the Office of the Program Manager of the Saudi Arabian National Guard (OPM-SANG) Modernization Program, Ordnance Program Division (OPD), and Defense Contract Management Command (DCMC). The Chief of USMTM works under the general guidance of the American Ambassador to Saudi Arabia, who has overall responsibility for all US Government activities in country.
- b. The mission of USMTM is to advise and assist the Saudi Arabian Armed Forces (SAAF) through Security Assistance efforts in developing, training and sustaining capable deterrent and self-defense forces for the Kingdom of Saudi Arabia in order to facilitate regional security.
- c. USMTM, with a headquarters, four Service divisions, a joint advisory division, and a directorate staff, was formally organized in 1953 under the terms of the Mutual Defense Assistance Agreement between the United States and Saudi Arabian Governments. Specifically, it was agreed that USMTM would administer assistance under terms of the Mutual Defense Assistance Act of 1949 and the Mutual Security Act of 1951 and would assist and advise the Saudi Arabian Armed Forces with respect to plans, organization, administrative principles, and training methods. A Memorandum of Understanding dated 8 and 27 February 1977 governs the day-to-day relationships between USMTM and the Ministry of Defense and Aviation (MODA). Headquarters, USMTM, is located in Riyadh along with the service, joint, and support sections.
- d. USMTM abides by the Saudi workweek. Saturday and Sunday are duty days, and Thursday and Friday are non-duty days.
 - e. USMTM maintains a headquarters on Eskan Village in Riyadh, DSN 318-252-7006/7007/7008.
- f. The Joint Advisory Division (JAD), located in Riyadh, DSN 318-433-8390, advises the General Staff of the MODA. This staff corresponds to the Joint Staff in the US Department of Defense. Personnel of the JAD work with their counterparts in all aspects of planning, operations, and training generated by the MODA joint and special staff for the Royal Saudi Land Force (RSLF), Royal Saudi Naval Force (RSNF), Royal Saudi Air Forces (RSAF) and Royal Saudi Air Defense Forces (RSADF). In addition, they serve as principal assistants to the Directors, Foreign Procurement Department, and Foreign Assistance and Cooperation Department in their management and administration of Saudi Arabian Foreign Military Sales (FMS) cases.
- g. The Land and Air Defense Forces Division (L/ADF), DSN 318-252-2067/2074, with offices at the Royal Saudi Land Forces building in Riyadh, is responsible for providing advisory, training, and security assistance support to the Royal Saudi Land Forces (RSLF) and the Royal Saudi Air Defense Forces (RSADF). The Detachment Commanders at Jeddah and Tabuk represent USMTM in their areas by coordinating and

managing the requirements of Department of Defense personnel in these communities as well as serving as advisors to various Saudi Arabian Armed Forces activities in their areas. The Technical Assistance Field Teams (TAFT) in Tabuk and Khamis Mushayt provide advisory and training support for infantry and armor operations including the fielding of the M1A2 Abrams tank and M2A2 Bradley Fighting Vehicle. USMTM and TAFT personnel in Jeddah and Dhahran assist the RSADF with fielding and training of the PATRIOT missile system. The Land and Air Defense Forces Division personnel stationed in Hafr al Batin assist the RSLF Aviation Command, which is equipped with the AH-64A, UH-60A/L, and CS-406 helicopters.

- h. The Naval Forces Division (NFD), Riyadh, DSN 318-252-2126 ext.117, works with their counterparts in all aspects of operation, planning, maintenance, logistics, and training for the small but rapidly growing Royal Saudi Naval Forces (RSNF) and a RSNF Marine Force (RSNF-MF). In Jubail, Navy personnel assist and advise the Base Commander, King Abdul Aziz Naval Base, and provide assistance to the Eastern Fleet Commander in naval warfare operations. In Jeddah, similar assistance is provided at King Faisal Naval Base and to the Western Fleet Commander.
- i. The U.S. Marine Corps Technical Assistance Field Team (TAFT), DSN 318-252-2126 ext. 128, is based in the Royal Saudi Naval Forces Headquarters, Riyadh. The TAFT provides advisors to both Saudi Marine Forces Brigades in Jubail and Qadimah. Additionally, they provide technical advice to the Director of Marine Forces Schools at Ras al Gar. Advisor duties reflect the full range of combat skills to include field exercises, CPX, assault support training, and live-fire for individual, crew-served, and TOW missile systems. Organized to support Saudi Marine Forces Brigade Commanders, they provide advice and recommendations to both the Eastern and Western Fleet Commanders.
- j. The Air Force Division (AFD), Riyadh, DSN 318-448-8241, is located within the Royal Saudi Air Forces (RSAF) Headquarters. The division has supporting detachments at Taif, Dhahran, Khamis Mushayt, Tabuk, and Jeddah. Personnel assigned to Riyadh work directly with their RSAF Headquarters counterparts on all logistics, operational, and Foreign Military Sales (FMS) issues. In addition, E3A/KE-3A Extended Training Service Specialists (ETSS) personnel provide training and assistance to the RSAF in a variety of flying operations out of Riyadh Air Base. F-15 operations are supported by US Air Force personnel at Dhahran and Khamis Mushayt. RF-5 operations are supported at Taif, while C-130 operations are supported at Jeddah and Riyadh. Detachment Commanders (DETCO) serves as advisors to Saudi Air Base Area Chiefs and supervises ETSS personnel in the area.
- k. The Directorate Staff support the various divisions in the execution of their mission. The staff consists of the following directorates: Logistics DSN 318-252-7081, Personnel DSN 318-252-7832, Comptroller DSN 318-252-7874, Contracting DSN 318-252-7037, Aviation Support (GUTS) DSN 318-431-7494/7399, Support Group DSN 318 252-7038, and Engineering DSN 318-433-8817. It is headquartered in Riyadh with a detachment in Dhahran and is the coordinating agency for support units such as APO, Commissary, AAFES, and AMC in Saudi Arabia.

2-2. Communications

- a. Saudi Peace Program Network (SPPN). Active duty personnel and DoD civilian employees with transportation agreements assigned or attached to USMTM are authorized to use the SPPN telephone system to make morale and welfare (M&W) calls to the United States. To contact USMTM home villas, dial (781) 365-1810 and the 4-digit extension.
- b. Defense Switch Network (DSN). The DSN is the primary means of official voice communications to points within and outside the Kingdom of Saudi Arabia, if available. DSN circuits are to be used for official

business when available. The DSN country access code to Saudi Arabia is 318. To contact USMTM units in Riyadh via DSN, dial 318-448-6900 and the 4-digit extension.

- c. The Saudi Arabian Government furnishes commercial telephone communications to USMTM and its detachments. These systems provide entry into each of the local city networks, in-country long distance networks, and international connections. To contact USMTM units from CONUS commercial telephone systems, dial 011-966-1-498-7400 (Riyadh) or 011-966-3-899-1119 (Dhahran).
- d. Cellular Telephones. Cellular phones are centrally approved, managed and funded by the J6 Directorate. Cellular telephones are provided for official use only. It is the user's responsibility to immediately report any lost cell phones to the USMTM Billing Clerk at DSN 318-448-6900 x2481 or Commercial 011-498-2481. Failure to do so may result in unauthorized charges being billed to responsible individuals.

2-3. Personal Finance Support

- a. The USMTM Finance Office is a tri-service operation located in Riyadh. It is a fully integrated office that performs the full range of finance services: PCS and TDY advances and settlements; military pay for Army, Navy, and Air Force; disbursing (check cashing, foreign currency conversion), and commercial accounts. In addition, a Forward Support Team is located in Dhahran to provide support for personnel stationed in the Eastern Province. Personnel should, however, start all allotments to dependents, financial institutions, etc., prior to departing their previous duty station.
- b. In-Country Allowances Some additional allowances are payable to personnel based on their assignment status. All allowances are subject to annual revision.
- c. TDY and PCS Travel vouchers for military and civilian personnel are computed and paid by USMTM Finance and Accounting Office. Electronic transmission of settlements is not presently available for transferring such funds to private institutions. All claims are settled by check.
- d. The USMTM Finance Office provides currency exchange services. The cashier will accept personal checks drawn against US banks up to \$745.00 per day. All U.S. Government personnel may purchase U.S. Treasury Checks payable to public or private parties in exchange for cash. Also, personnel may convert, with out limit, U.S. dollars into Saudi currency. The USMTM Finance Office will not convert Saudi currency to US dollars except under special circumstances (PCS/Leave/TDY).
- (1) Dollars and dollar instruments are used for payment in all USMTM facilities. Many local merchants accept the dollar at the official exchange rate. However, checks are not used in the local economy. The BXs, commissaries and various clubs cash US checks. The BXs accept three major credit cards Discover, MasterCard, and VISA. The BXs also sell US dollar traveler's checks. Postal money orders are available through the APO.

- (2) Currency exchange and check cashing facilities are also available from a Forward Support Team in Dhahran.
 - (3) Most large hotels and businesses will accept major credit cards.
- (4) The monetary unit in Saudi Arabia is the Saudi Riyal (SR), which is divided into 100 Halalahs. Denominations of bills are SR 1, 5, 10, 50, 100 and 500; coins can be found in 5, 10, 25, 50, and 100 Halalahs. The current official exchange rate is 3.75 Saudi Riyals for one US dollar. US personnel in Saudi Arabia may freely exchange through moneychangers any amount of dollars for SR. Moneychangers are found in most of the larger towns and cities.
- (5) Counterfeiting of US currency is a problem in Saudi Arabia. Specifically, avoid bringing \$50 and \$100 bills as counterfeit controls may restrict their use.

CHAPTER 3

THE MEMBER AND IN-COUNTRY

3-1. General

- a. Current directives permit the Chief, United States Military Training Mission to Saudi Arabia (CHUSMTM), to identify a **limited number** of USMTM positions as key billets. Personnel assigned to these billets are authorized to bring their families to Saudi Arabia. Family quarters are available and are offered to assigned personnel based on this position classification. The individual billet to which a service member is assigned determines whether he will serve a one or a two-year tour. Personnel in key billets are assigned to a two-year tour, regardless of whether or not the individual comes accompanied. All others are assigned to one-year tours. One-year tours are family restricted. School-aged children are currently restricted from all tours to Saudi Arabia.
- b. Sponsorship Program The USMTM Adjutant General operates and monitors the sponsorship program and will mail a welcome letter and welcome brochure to all personnel on official PCS orders to Saudi Arabia.

3-2. Family Readiness

- a. United States Military Training Mission (USMTM) has established a Family Center located at Villa 63-59 and has added the Family Readiness Coordinator (FRC) position to the staff. The center is open to all residents on Eskan from 0800 thru 1700, Wednesday through Saturday. Family members who participate in the "Lend A Key" program also have access to the center on weekends, holidays, and until 9 pm daily. The center encompasses a fully equipped kitchen, several playrooms, a large meeting room, and the office of the FRC. Wi-Fi, a DVD player, flat screen televisions and a large covered playground are also available.
- b. The Family Readiness Coordinator is responsible for implementing the Family Readiness Program, which acts as an umbrella organization, to ensure that family programs are provided. Primary responsibilities include identifying the needs of the community, bringing awareness of Quality of Life issues to the Chief of USMTM (CHUSMTM), working with the community to alleviate or resolve those needs, and linking resources to Military, DoD Civilians and Family Members.
- c. The Eskan Family Readiness Group (FRG) is a Command Sponsored Program that has been successfully established. It is an all-volunteer organization and membership is inclusive of the Eskan community: Military, DoD Civilians, and Family Members. The FRG's mission is to assist the CHUSMTM by providing useful information to personnel, helping families solve problems at the lowest level, and supporting the community by sponsoring community events. Events sponsored by the FRG include: Welcome Baskets for new personnel; Welcome Social for 64th AEG; Community BBQ and Movie Nights; Student Excellence Program; Flowers for Valentine's Day; and annual Fundraisers.

3-3. Morale, Welfare, Recreational Facilities, and Social Life

- a. Recreational facilities are available to mission members at all in-Kingdom locations. These include movies, some courts and fields for various sports, swimming pools, and the Eskan Community Club in Riyadh.
- b. Facilities at the US Consulates in Dhahran and Jeddah and the US Embassy in Riyadh are made available to USMTM members on a limited basis.

- c. In addition, both the Arabian Gulf and Red Sea offer excellent opportunities for fishing, water skiing, sail boating, scuba diving, and snorkeling.
- d. Generally speaking, Western-style public entertainment is not available in Saudi Arabia. Social life both for the Western and Saudi communities is normally confined to the home, residential compounds, and to the military club or dining facility.
- e. Local radio and television stations usually broadcast 24 hours a day. USMTM locations have satellite downlinks providing AFRTS and SEB (Southern European Broadcast). The above provide major sports events and CNN. The cable system works on the US standard (NTSC). Dhahran and Riyadh have at least one English speaking radio station, either AFN or from Saudi ARAMCO.

3-4. Environmental and Morale Leave (EML)

- a. For many personnel assigned to USMTM, one of the benefits is the Environmental and Morale Leave (EML) Program. We have three categories in the EML Program: Aid-in-Kind (AIK), Funded EML, and Space "A" EML. Space "A" EML is a benefit that is afforded to all personnel. AIK and funded EML are restricted to personnel under certain assignment conditions. Ask your sponsor for details.
- (1) AIK: Under this category of the EML program, USMTM personnel (assigned to USMTM proper not a TAFT, ETSS, or IPO), whether accompanied or unaccompanied, plus their command sponsored family members, are entitled to a Saudi Arabian Airlines (SAUDIA) round trip ticket from their duty station location to JFK in New York and back to their duty station location. The entitlement is one per DEROS year. Personnel on a one-year tour are entitled to one ticket and personnel on a two-year tour are entitled to two tickets during their two years in the Kingdom.
- (2) Funded EML: Under this category of the EML Program, USMTM personnel (assigned to a USMTM TAFT, ETSS, or IPO and on a two-year tour) are entitled a funded flight to CONUS (not to exceed \$2,500 per person). Note: If your tour is only one year, you are not entitled to a funded flight to CONUS.
- (3) Space "A" EML: Under this category of the EML Program, USMTM personnel, both TAFT and USMTM proper, are entitled one Space "A" (category IIa) per DEROS year. If the member is not entitled or does not desire to use their AIK/Funded EML entitlement, members' Space "A" (category IIa) equals two per DEROS year.
- b. To obtain your tickets/authorizations to utilize the EML program, you must fill out the proper forms/request. Forms can be obtained from USMTM J1-Personnel at Villa 59-26.

3-5. Housing/Furnishings

a. All USMTM villas come completely furnished. In addition to the household furniture, the villas will also contain shower curtains and trash containers. USMTM also provides the following hard pack items: stove, refrigerator, washer and dryer, microwave oven, water dispenser, freezer (accompanied personnel), and humidifiers to each villa regardless of location.

SOFTPACK ITEMS

Item Description: Soft Pack	UI	Qty	Item Description: Soft Pack	UI	Qty
Dish Set Of 4	St	1	Manual Can Opener	Ea	1
Flatware Set Of 6	St	1	Butter Dish	Ea	1
Glasses, Beverage	Ea	6	Canisters Set (4 Containers)	St	1
Flatware Tray (Plastic)	Ea	1	Measuring Spoons	St	1
Cookware Set Consisting Of:			Metal Tongs	Ea	1
Sm Frying Pan	Ea	1	Mixing Bowls (Set Of 3)	St	1
Med Frying Pan	Ea	1	Rolling Pin	Ea	1
Lg Frying Pan	Ea	1	Wooden Spoon Set	St	1
Casserole Dish 1 Qt	Ea	1	Vegetable Peeler	Ea	1
Cooking Fork	Ea	1	Electric Hand Mixer 110 V	Ea	1
Basting Spoon	Ea	1	Electric Blender 110 V	Ea	1
Slotted Spoon	Ea	1	Electric Can Opener 110 V	Ea	1
Turner (Spatula)	Ea	1	Bathroom:		
Cutting Board	Ea	1	Bath Mat	Ea	3
Dish Drainer W/Mat	Ea	1	Shower Curtain Set	Ea	3
Kitchen Knife Set	Ea	1	Towel Set Of 3 (One Set Per Person)	St	1
Juice Container	Ea	1	Toilet Bowl Brush W/Holder	Ea	3
Coffee Maker 110 V 10/12 Cup	Ea	1			
Toaster 110 V 4 Slices	Ea	1			

Inbound personnel should be prepared to bring or purchase items such as a multi-system TV, DVD, cleaning tools and supplies, and additional linens.

- b. Complete soft packs may be provided in Dhahran and downrange. Check with your sponsor to see exactly which items are provided and which items you should bring with you.
- c. Due to the extreme difficulty of obtaining telephone service from the local Saudi telephone companies, telephones are provided in all living quarters. This telephone is designed for local use only. Personnel are allowed 30 minutes per week on DSN lines for morale calls. Telephone calls made from outside the local service area and calls made outside the Kingdom (commercial) are to be paid for by the occupant of the quarters. These calls outside the Kingdom are expensive. Family or friends can contact Eskan member's

from commercial lines in the US by dialing 1-781-365-1810 and then enter the member's villa 4-digit room number.

- d. Electrical current at Riyadh, Dhahran, Jeddah, and Jubail is 120 volts, 60 cycles; throughout the rest of the Kingdom much of the power supply is 220 volt, 50 cycles. If needed, transformers are available. Utilities such as water, electricity, and basic telephones are provided at no charge to the occupants. In-bound personnel may bring U.S. style telephones to supplement the single phone provided each villa.
 - e. Potable water is furnished to all USMTM sites.

3-6. Clothing and Uniforms

- a. Military personnel should bring appropriate duty uniforms:
- (1) Army Army Combat Uniform (ACU); Short sleeve gray-green with the green uniform pants (Class B).
 - (2) Air Force Airman Battle Uniform (ABU); Short sleeve blue shirt/blue trousers uniform.
- (3) Navy Desert Camouflage Uniform (DCU); Summer white and winter blue, with white and blue dress jumpers optional for enlisted.
 - (4) Marine Desert/Summer MARPAT; Summer service "C".
- (5) **All personnel are required** to have at least one "Class A" uniform along with appropriate clothing to attend coat and tie events that are hosted on Eskan Village and off Eskan at the embassies.
- b. Officers may have occasion to wear the service dress or mess dress uniform and should bring it.
- c. Civilian clothing for men and women is available on the local economy. Western style women's clothing is scarce and expensive, but many fashions are available. Tailors are plentiful; however, caution in their selection is necessary. Sport/athletic wear is often worn and should be brought, i.e., running and court types of footwear. Athletic clothing and footwear are readily available on the economy but at premium prices.
- d. Commercial dry cleaning and laundry services are available at the PX, as well as on the local economy.
- e. For "on base" and "at home" activities, clothing requirements for girls and women are much the same as in the United States; however, more conservative attire for the ladies will be necessary in Saudi towns, i.e., long sleeve, high neck, full length dresses or slacks with a tunic type blouse. Warm clothing is necessary for the winter months. Appropriate conservative attire for women is available locally and is relatively inexpensive. In public off-base, all women are <u>strongly advised</u> to wear an "Abaya" (black robe); however, on USMTM-sponsored recreational tours an Abaya and scarf (in case you are asked to cover your head) are mandatory.

3-7. Religious Activities

A chaplain is not assigned to USMTM. USMTM members may participate with local lay groups composed of members of the Western community. However, the deployed AFCENT chaplain provides or sponsors a variety of religious services to USMTM personnel. Missionary activity is prohibited and can lead to expulsion from the Kingdom. Specific questions should be addressed to the sponsor.

3-8. Legal Services

- a. The USMTM Office of the Staff Judge Advocate (SJA) is located at Riyadh and is staffed by one military attorney, one military paralegal/NCOIC, and a legal secretary.
- b. The office provides a full range of legal services including wills, powers of attorney, legal consultation, and claims.
- c. Legal services are provided for all USMTM locations within the Kingdom by the SJA at Riyadh, Comm 011-498-6387 or 6388. Legal assistance is provided on a walk-in basis or you can call for an appointment. For locations other than Riyadh, please call. While many matters can be handled over the phone, SJA also travels to the location to meet with clients when the situation warrants it.
- d. Many USMTM detachment locations have personnel appointed who are authorized to notarize documents and powers of attorney. Please contact the SJA if you need assistance locating a Notary.
- e. SJA is the intake point for claims for all services. If your household goods or hold baggage is damaged in shipment, contact SJA for assistance.

3-9. Medical, Dental and Health Information

- a. The desert climate, which characterizes most of Saudi Arabia, is comparable to the southwestern United States, although temperature extremes are greater here and the open desert areas are far vaster. Tap water is not safe to drink and reasonable care must be taken when purchasing food from non-U.S. sources. However, the environment in which USMTM families live and work by and large meets Western standards of cleanliness and public health, and few USMTM personnel develop health problems different than those encountered in the United States.
- b. Several medical resources are available to you and your family members while in the Kingdom. USMTM Medical Services has two small military clinics, one in Riyadh and the other in Dhahran. A physician, veterinarian, and two experienced IDMTs (Independent Duty Medical Technicians) are on the military staff. The Saudi Ministry of Defense and Aviation (MODA) allows access to its medical facilities in parity with its uniformed members. All eight USMTM locations in the Kingdom are close to a MODA hospital where both primary and specialty care is available. These facilities were built and equipped to Western standards. Members at locations other than Riyadh and Dhahran access their local MODA hospital directly.
- c. The primary source of dental care for USMTM personnel is MODA. All family members should have dental problems taken care of prior to departing CONUS, since the scope of dental care available in Saudi Arabia is limited. It is strongly suggested that dental insurance for family members be maintained as it may be used while on leave at CONUS locations, i.e., Concordia Dental Plan.

- d. The USMTM flight surgeon will approve and facilitate any care needed that is not available through the above channels. Alternatives include the local civilian community and U.S. military medical centers in Europe. All active duty members and their dependents are asked to enroll in TriCare Prime Europe upon arrival in the kingdom. All medical transfers out of the country are at the discretion of the USMTM flight surgeon.
- e. Service members and family members must have no chronic illnesses that require close or frequent monitoring. Persons with existing health conditions that may require unpredictable hospitalizations or emergency treatment must be denied medical clearance to Saudi Arabia.
- f. Despite what CONUS immunization clinics report, there are no special immunization requirements for Saudi Arabia other than the normal vaccinations mandated for worldwide duty. However, it is recommended that all family members have documented in their shot records a Yellow Fever vaccination within ten years of entry into the Kingdom in order to avoid possible conflict with Saudi medical authorities. Active duty members will start the anthrax vaccination series immediately upon arrival to USMTM. Anthrax vaccination is not authorized for dependents. If anthrax vaccination is available at your CONUS base, begin the primary series (the first three shots) prior to PCS.
- g. Active duty members who wear glasses must bring two pairs with them to Saudi Arabia. Corrective sunglasses are also recommended. USMTM can provide replacement glasses for active duty members only, and only as needed to replace damaged clear (non-sunglass) spectacles. Aircrew members are authorized the standard complement of glasses. Also bring gas mask inserts or have them made prior to PCS.
- h. Service members and family members, who are on special medications that may not be readily available through military supply channels, must bring at least a six months' supply. Upon arrival, notify the USMTM Clinic of these needs as soon as possible, so that arrangements can be made to ensure access to these medications is not interrupted.
- i. Obstetric care from U.S. military health professionals is currently not available in Saudi Arabia. Therefore, it is recommended that couples defer pregnancy while in the kingdom. Pregnant spouses may arrange prenatal care through MODA hospitals or from a civilian obstetrician. However, the quality of care may not meet U.S. standards. It is recommended that the spouse depart the kingdom during the seventh month of pregnancy for delivery in Europe or the U.S. Newborn children cannot be brought back to Saudi Arabia until the child is one month old. If the family is practicing birth control, bring at least a six-month supply.
- j. Jet lag is a potential problem with anyone who crosses many time zones in the course of a trip. There are no specific cures or prevention for this temporary condition. However, ensuring that you are adequately rested before starting the journey can minimize its effects. Re-setting the daily activity pattern to the new time zone immediately upon arrival (for example, avoid the temptation to nap during the afternoon instead of going to bed at the normal bedtime) is also very helpful.
- k. USMTM has a veterinarian whose primary responsibility is to provide environmental health/preventative medicine services (sanitation inspections, water testing, etc.) for all eight USMTM sites, so he is frequently out of Riyadh on official travel. He will provide outpatient animal care for USMTM pets at the Riyadh clinic on an as-available basis. When he is not available or when more extensive treatment is needed, pet owners must utilize local civilian veterinary agencies at their own expense.

3-10. Procedure for Bringing a Pet into Saudi Arabia

- a. Go to the local Veterinarian and obtain a Health Certificate. The Health Certificate needs to contain the following information:
- (1) If for a dog, a statement that the dog is a "guard dog". (While this is the current recommendation, there has been no recent evidence suggesting that this statement has or has not affected import issues at customs.
 - (2) A statement that all Vaccinations including rabies are up to date.
- (3) Preferably, the certificate should be on an official form and contain words to the effect that the pet is free from any sign of communicable disease. Most states have an official form for the Health Certificate and the veterinarians' office will know the number and how it should be filled out. Obtain at least two copies for your records and one for the State. The veterinarian can assist in sending the form to the proper office at the state capital. Military veterinary facilities will usually generate a Veterinary Health Certificate (DD Form 2209) and a Rabies Vaccination Certificate (DD Form 2208) to satisfy these requirements. REMEMBER: The health certificate is only valid for 10 days, so you will need to have one prior to sending the forms to USDA (see below) and likely another one issued within 10 days of actual travel, since the process through the State Department often takes more than 10 days.
- b. Send the forms to your state capitol to the following office: USDA, Animal and Plant Health Inspection Service (APHIS), Area Veterinarian or Veterinary Services office. The offices for each state can be found at: http://www.aphis.usda.gov/animal_health/area_offices/. It is STRONGLY recommended that you call your state's Area Office for specific requirements before attempting to send the forms by mail. If you are close enough to hand carry them, then do so, otherwise send by registered/return request mail, or next day priority mail. (It is well worth the cost to guarantee proper handling)
- c. Request three copies from the USDA (each with the raised seal of the office) of a letter containing the following:
 - (1) Certification that the local Veterinarian issuing the health certificate is state licensed.
 - (2) Rabies vaccine language indicating that the vaccine is approved by the USDA.
 - (3) If your pet is a dog, you need language from this office that it is a guard dog.
- d. This step can be done in one of three ways: (1) do it yourself, (2) turn it over to a visa processor in Washington, D.C., or (3) send documents to the State Department for Authentication in Washington DC.
- (1) If you choose the first method, you need to have plenty of time (minimum of 90 days) and someone in the states willing to keep your pet and finish the process for you if it takes longer than you have.
- (2) The second method (the most recommended and generally used) is to call TRAVISA, 2122 P Street NW, Washington DC 20037. Their phone number is (202) 463-6166 or FAX (202) 293-1112. (Ask for Grace Dizon, if she is available.) Their hours are from 9:00 to 5:00 (Eastern Time), Monday through Friday. The cost is usually less than \$200.00 (including one return of documents by Federal Express). If you turn it over to TRAVISA, they will completely handle the process for you.

- (3) The third method is to go to or send the documents to the State Department for Authentication (GOOD LUCK!). The address is U.S. Dept. of State, Authentication Division, 2400 M Street NW Suite 1001, Washington DC 20520, phone number (202) 647-5002 (Voice Mail operation). Should you choose this method be sure of the following:
 - (a) All of the documents listed above are forwarded.
- (b) Enclose a check for \$4.00 made payable to the U.S. Dept. of State. Attempt to call regarding the current fee structure. This may be accomplished online, but the process in not perfectly clear.
- (c) Include postage paid envelope to the Saudi Consulate (address indicated below) and another to return the final documentation to you, if you cannot hand carry through these agencies.
- (d) Go to or have documents sent to the Saudi Consulate for a visa. Their address is Royal Embassy of Saudi Arabia, Consulate Section, 601 New Hampshire Ave. NW, Washington DC 20037, phone (202) 342-3800. The Embassy hours are Monday through Friday 9:00 to 1:00. Be sure to call the Embassy to find out how much their processing fee will be. With all the above documentation in order they will issue a visa within 24 hours.
- e. Be sure space is reserved and paid for on your airline in advance. The cheapest and most convenient way to send your pet is as excess baggage where the airline will allow it. Some airlines charge by weight, others charge by size of the carrier. REMEMBER! All International flights require pet carriers to be ventilated on ALL FOUR SIDES. If you are not with your pet on each leg of the flight it may be sent as freight and may not receive the same quality of care. Many airlines offer a pet service at a nominal fee, ensuring the animals are fed and watered at each stop. (You provide the food with the carrier). It is highly recommended that you AVOID flying through the UK/England (e.g. British Air, BMI, etc) as this country often imposes quarantine restrictions for animals even in transit. Should you fly through Germany or France you will need all documents translated into German/French, but they don't require official translations (customer service at the airport can usually assist you). If possible, have this done before you depart. If you receive the initial health certificate from an Army Veterinarian you can request that he also give you a Trilingual Health Certificate (DD Form 2621), which will make things easier.
- f. Exporting animals from the Kingdom of Saudi Arabia is a much simpler process. A health certificate and an export certificate issued by the Ministry of Agriculture and Water are required. The current cost is SAR300. Import requirements for international destinations govern the timing of obtaining export documents. For example, travel to European Union countries and Hawaii requires a FAVN rabies antibody blood test. This test can take up to six months to process administratively. Travel to any other state in the US is much less complicated. Contact the USMTM Veterinarian for information on this and your entire pet's medical care needs while in Saudi Arabia.

FOR ANY SPECIFIC QUESTIONS OR CONCERNS REGARDING IMPORT/EXPORT OF PETS TO/FROM SAUDI ARABIA, PLEASE CONTACT THE USMTM VETERINARIAN. YOUR SPONSOR SHOULD BE ABLE TO PROVIDE CONTACT INFORMATION (PREFERABLY EMAIL) FOR THE CURRENT VETERINARIAN.

3-11. Postal Service

- 1. The Air Post Office (APO) in the Kingdom of Saudi Arabia is a United States Military Post office operated by the personnel assigned to Operating Location B, Ninth Air Force, United States Air Forces Central (USAFCENT). Department of Defense, U.S. Air Force, and U.S. Postal Service directives govern your postal operations. Saudi Arabian laws and directives also affect operations. Our goal is to give you efficient, uninterrupted, reliable and courteous service. You can help us meet this goal by following the guidelines outlined below.
- 2. Proof of U.S. citizenship is required when applying for APO service. A military ID or other U.S. government ID card is an authorized means of proof of citizenship. In cases where citizenship is still in question, local postal authorities will require other documents such as a passport.
- 3. The use of the APO is limited to authorized personnel and their dependents. Receiving or sending mail for people not granted APO privileges is strictly forbidden. Abuse of privileges will lead to appropriate administrative or disciplinary action and termination of APO privileges.
- 4. You must notify APO personnel immediately of any changes in duty status (e.g., leave, TDY, reassignment, sick in hospital, etc.), to accomplish this, complete DD form 2258 (Temporary Mail Disposition), obtained from the APO. This will allow us to hold or forward your mail as you instruct. You do not need to report short duration absences (one week or less).
- 5. The address for personal mail will depend in part upon where you are assigned and to which particular unit you belong. In your first communication with your sponsor, enclose at least one copy of orders so the sponsor can obtain a post office box for you in advance of your arrival. He/she can inform you of your correct mailing address when that has been accomplished.
 - (1) Mailing address for official mail is:

Headquarters, US Military Training Mission Unit 61300, Box 2 APO, AE 09803

(2) Mailing address for personal mail is:

Name PSC 1203, Box ____ APO, AE 09803

- 6. You are required to pick up your mail regularly if assigned a lockbox. If you are serviced by a Unit Mail Clerk (UMC), they must pick up mail daily. The hours of operation are posted in the APO lobby. Times when mail is picked up from the drop box are posted on the mail deposit receptacles. Unit numbers and lockboxes are subject to closure or deactivation if mail is not picked up regularly.
 - 7. The following items are strictly prohibited from entering or leaving Saudi Arabia through the APO:
 - a. Posters, pictures, paintings, books, catalogs, DVDs, video tapes, or magazines depicting nude or semi-nude people and pornographic or sexual items of any type (as determined by Saudi Customs).

- b. Religious items including, but not limited to, bibles, crucifixes, instructional material, or any other items interpreted by customs as religious in nature. History has proved certain items relating to Christmas such as cards, trees, decorations, angels, etc. are subject to confiscation.
- c. Pork or pork products.
- d. Alcoholic beverages or any consumable item containing alcohol. This includes distillation equipment and brewing supplies.
- e. Firearms of any type, including air guns and toy guns.
- f. Fireworks.
- g. Government symbols including, but not limited to, stickers and flags.
- h. Military clothing or equipment, other than for personal use.
- i. Radio and electronic items including, but not limited to, base stations, hand-held transmitters, cordless telephones, global positioning system (GPS) receivers, etc.
- j. Candy cigarettes and cigarette advertisements.
- k. Chemicals, including alcohol (medicinal or industrial).
- 1. Any literature that is determined to be offensive to Saudi culture or its people.
- 8. The following items are extremely scrutinized by Saudi Customs. If they contain prohibited content, it can result in fines, confiscation and/or censorship.
 - a. Films
 - b. CDs
 - c. DVDs
 - d. Video Tapes
 - e. All printed matter, such as books, magazines, catalogs, newspapers, pictures, paintings, etc.
- 9. Use of the APO by Reservist personnel is limited to Official DoD correspondence such as correspondence between the reservist and reserve units, their CONUS headquarters, and service schools. Retired military reserve personnel must reach age 60 and possess a retired I.D. card before they are eligible to use the APO for personal correspondence (First Class letter mail 16oz or less).
- 10. Complaints or questions should be directed to the Chief of Postal Operations, OL A, Det 4, HQ 9th AF, APO AE 09803, DSN 318-252-6232.

11. The important fact to remember is all classes of mail are subject to Saudi Customs inspection upon arrival in the Kingdom. If any item is found to be offensive or prohibited as interpreted by the Laws of the Kingdom, the item will be confiscated and the recipient is subject to fines and/or punishment as appropriate.

3-12. Commissary and Exchange

a. The US Military Training Mission through the 1977 Accord between the US State Department and the Government of Saudi Arabia is allowed to operate a military style retail store "Exchange" in joint partnership with the Army/Air Force Exchange Service at the Eskan Village Compound in Riyadh Saudi Arabia. The Exchange stocks adequate quantities of popular brands of toilet articles, soft drinks, tobacco products, photographic and stereo equipment, clothing, and sundries. Most item available in the Army/Air Force Exchange Service (Exchange) catalog are available to be shipped to Riyadh, except firearms and certain religious and holiday items that may be restricted from being brought into Saudi Arabia. Check with local store management for a list of these items. Most items that are available can be ordered through the APO mail service. Current catalogs from the principal US mail order houses are also available. Remember though everything sent through the different mail services are subject to customs check by the US and Saudi Government. Customers are reminded that there is a long lead time for items to be shipped and delivered via mail order.

b. The US Military Training Mission through the 1977 Accord between the US State Department and the Government of Saudi Arabia is allowed to operate a military style grocery store "Commissary" in joint partnership with the Defense Commissary Agency (DeCA) at the Eskan Village Compound in Riyadh Saudi Arabia. The Defense Commissary Agency ships in a complete line of semi-perishable and perishable items basic to customer needs. Because all items are ship to Riyadh from the DeCA CDC in Germany some stateside items may not be available. The Majority of items found chilled in stores in the US are send to Riyadh Frozen due to the lead time, shelf life dates and available chill space. There is a 90 lead time from when items are order until the shipment is clear through the Saudi Customs and reach the store. We place orders monthly to keep as many items in stock as possible. Certain items are controlled and restricted from being brought into Saudi Arabia. Such items are Pork and Pork products. We are allowed to provide a very limited amount of fresh fruit and vegetables, milk, eggs, yogurts, chilled juices and other dairy items from approved local sources from the local economy. The US Army Vet service checks and approves all local items purchase and sold in the commissary.

Special and Important note: The 1977 Accord which allows USMTM to Operate the Commissary and Exchange Stores on Eskan Village, does not allow for <u>Any Contractors</u> to shop in the Commissary or Exchange which includes those who are <u>Retired US Military who are now working as Contractors</u> for the US Government or Private Companies. The 1977 Accord goes by current Job status not prior entitlements.

Purchasing items from the local market: The local Super Markets and Grocery Stores overseas are not required to meet the same FDA and Safe Food Standards as you are accustom to with the Commissaries and Stateside Grocery Operations. But they do a very good job at providing similar services that you are use to in the US. The cost of items are normally higher priced than what you will be use to paying back stateside. Most items found in the markets are associated with the Middle East, Iran, Pakistan, India, Japan, and parts of Europe. You will find many US products also available for sale on the open market. But you are shopping at your own risk.

3-13. Privately Owned Vehicles (POVs)

- a. Personnel assigned to USMTM are not authorized POVs in Saudi Arabia. Instead, the Saudi Arabian Government (SAG) provides vehicles to USMTM to be used for official purposes and to meet personal needs. The SAG also provides petroleum products, maintenance, and repair for USMTM vehicles.
- b. Vehicles are allocated within the mission by grade and tour status. All personnel will be provided a car. Your sponsor can provide more information.
- c. All personnel must obtain a Saudi Arabian driver's license. To obtain one, drivers must bring with them a U.S. driver's license with a validation that extends beyond member's projected DEROS. No fees are assessed and operators are subject to the provisions of the Kingdom's motor vehicle traffic codes/laws both on and off the air base. It normally takes eight to ten days from the date of arrival to receive a license. International drivers' licenses are not recognized by the Saudi Arabian Government; however, it is useful while on leave. Get one prior to departing the States if you think you may need it.
- d. Driving conditions are highly dangerous and require the utmost caution. It is customary for many local drivers to ignore stop signs, traffic lights, and traffic direction signs, e.g., ONE WAY. Defensive driving is a matter of survival. Driving requires patience and care. Large increases in the number of drivers and vehicles in recent years mean driving standards may not be as high as you are used to. It is imperative that you obtain a valid Saudi Arabian driving license. This can be done through Mission Relations. Women are prohibited by law to drive any vehicle, including bicycles, except on Eskan Village.

3-14. Transportation

- a. Dhahran, Riyadh and Jeddah are International Airports served by several airlines.
- b. Space available travel is available to military members and DoD civilians aboard Air Mobility Command (AMC) aircraft out of Bahrain.
- (1) Mostly cargo comes into the country, and it is relatively easy for passengers to ride the empty airplanes going back to Europe. However, it is more difficult to fly from Europe to Saudi Arabia. The price of commercial tickets, one way, from Europe to Saudi Arabia, is approximately \$950.00 to \$1,050.00 varying with destination.
- (2) It is possible to ride all the way to the East Coast of the United States, however, there are no guaranteed seats flying any AMC aircraft. Space "A" passengers may be bumped for cargo or duty passengers anywhere along the route.
- (3) If you plan to travel around the Middle East and Europe, it is often easier to travel on a Tourist Passport rather than a Diplomatic one; however, the official or diplomatic passport should <u>always</u> be used when entering or leaving <u>Saudi Arabia</u>. It would be to your benefit to obtain tourist passports, at your own expense, in addition to your official passport. Tourist passports may be obtained in Saudi Arabia from the American Consulate in Jeddah, the American Consulate at Dhahran, or the United States Embassy in Riyadh. A note of caution: tourist passports should be kept on your person when going through customs in Saudi Arabia in order to avoid difficulties.

- c. Saudi Arabian Airlines (SAUDIA) flies a convenient schedule in country. Traffic Management Office (TMO) Dhahran and Riyadh have ticket agents available for reservation and ticketing; however, travel orders are required for government travel request (GTR) for duty travel in-country if traveling SAUDIA (commercial). Commercial travel is relatively inexpensive. USMTM C-12 aircraft fly to various USMTM locations on a regular basis as well.
- d. Along with air travel, taxis are available. After hailing a taxi, it is advisable to agree on the fare before stepping into the car. It is recommended that everyone travel in pairs or small groups. Limousine service is available at the major airports with fixed prices. All USMTM females receive free taxi coupons.
- e. Modern public bus service systems operate in most cities and are very reasonably priced. Women have a special section allocated to them.
- f. The Saudi Arabian national road network is modern and well maintained. Extreme desert temperatures, particularly in summer, and the scarcity of motoring facilities along the roadway require explicit planning prior to travel. Gasoline is relatively inexpensive.
- g. The one railway line in Saudi Arabia is operated between Dammam near Dhahran and Riyadh. It is inexpensive and a pleasant four and one-half hour trip one-way by air-conditioned coach.

3-15. Essential Area Information

- a. Unaccompanied Baggage (UB) and Household Goods (HHG): Transportation Office-Riyadh DSN 318-252-2440.
- (1) Personnel entering Saudi Arabia on an unaccompanied status are entitled to UB entitlements as directed by member's respective service for overseas assignment in a restricted/remote area. This varies based upon the service member's grade. Contact the local Transportation Office for UB entitlements.
- (2) Personnel entering Saudi Arabia on an accompanied status are entitled to HHG and UB shipments as directed by member's respective service for overseas assignment in a restricted remote area. This varies by service based upon the service member's grade. Contact the local transportation office for HHG/UB entitlements.
- (3) Personnel arriving should bring with them all shipping documents provided by their transportation office. Arriving personnel should contact the Transportation Office immediately upon arrival.
- (4) Saudi Arabia has been designated as a "Hard Lift Area;" therefore, all personal property (HHG/UB) must be shipped by air via AMC. The Transportation office servicing your move should refer to the Personal Property Consignment Instruction Guide (PPCIG).
- (5) Personnel are reminded that household goods shipments are closely inspected by Saudi customs. Items such as videocassettes and magazines are closely inspected. The same general customs rules apply to household goods as well as mail. See paragraph 3-10c of this handbook for further information relating to prohibited items. Fines may be assessed for importation of prohibited items.
- b. If any problems are incurred on your travel or property move to Saudi Arabia, you can contact this headquarters TMO at:

Message Address: USMTM RIYADH SA//PPSO//

Mailing Address: HQ USMTM/TMO

APO AE 09803

- c. <u>Passport and Visa.</u> Diplomatic passport and Saudi visa ARE a MUST for entry and exit from Saudi Arabia. Contact your Personal Affairs Officer for assistance in obtaining and completing the appropriate forms that must be forwarded to the State Department in Washington for passport and visa. Unless you have the passport and visa in hand upon arrival at the aerial port of embarkation, you will probably incur considerable hardship and delay. If you reach Saudi Arabia without a passport and visa, you will be forced to take the next available aircraft out of the country. Such delays eat into your leave time so plan ahead and process your application for passport and visa early. However, once the visa is stamped in the passport, it is only good for <u>six months</u>; so don't plan too far ahead. Additional photographs are useful for further processing into the Mission. They are often needed if you desire a visa to another country. In the event that the US State Department issues an Official passport rather than a diplomatic passport and there is not sufficient time to have it changed, there is no need to delay projected arrival date. Once in-Kingdom, it is a relatively simple matter to have the passport changed. It is suggested you bring about 10 extra passport photos and 10 ID card size photos to expedite your needs. The Government of Saudi Arabia refuses admission and transit to holders of a passport or visa with a declaration that it has been or is valid for Israel.
- d. <u>Port Call Data</u>. Port of entry for replacement personnel assigned to the Mission is King Khalid International Airport (KKIA). There is no military representative located at the terminal; however, based on our receipt of your scheduled arrival, i.e., date, time and flight number, your sponsor will meet you upon your arrival to assist you with customs and provide ground transportation. Timely receipt of port call information on incoming personnel will reduce inconvenience upon arrival in Saudi Arabia; therefore, you should provide your sponsor with your scheduled arrival time, by message, as soon as possible. Further, **it is required that you travel in civilian clothing**. If you arrive in Riyadh off-schedule and your sponsor is not available, call the USMTM Switchboard at 478-1100, then ask for your sponsor.

CHAPTER 4

DUTY LOCATIONS

4-1. USMTM HEADQUARTERS - <u>RIYADH</u>







1. Local History

- a. Riyadh, the capital of the Kingdom of Saudi Arabia, developed from an ancient walled city on the historical route between Iran and the Holy City of Mecca. The city lies 535 miles northeast of Jeddah on the Red Sea and 250 miles southwest of Dammam on the Arabian (Persian) Gulf.
- b. Riyadh was captured in 1902 by Abdul Aziz Ibn Saud, who used it as a base for his conquest of the rest of the Arabian Peninsula. After the union of the Hejaz and Najd provinces established the Kingdom in 1932, great steps were taken in the expansion and modernization of Riyadh.
- c. Following the ascension of King Saud Ibn Abdul Aziz to the throne in 1953 and the subsequent movement of government offices from Jeddah to Riyadh, large sums of money have been spent on the city. Roads have been paved, almost the entire old walled city has been demolished, and housing projects and new buildings for the various ministries have been completed. Riyadh is now a major commercial and financial center as well as the seat of government.
- d. Present estimated population of Riyadh is about three million. The city is linked to the seaport in Damman by a railroad and to all parts of the Kingdom by an extensive network of fair to good roads. The national air carrier, Saudia, serves all major cities in the Kingdom and several international locations from Riyadh.
- e. Riyadh was originally built near a source of water, as were all cities in the Kingdom. The center of the city -- the "souks" -- lays clustered near the original "wadi" where water was found. The city has expanded in every direction from the original city but generally to the north. New buildings, bridges and ditches appear overnight. The use of concrete in decorative and unusual architectural detail and form is intriguing -- often defying convention. The use of marble is common, some steel frame structures are being erected, and there is extensive use of glass, concrete and new-technology materials. Throughout the city, walls to provide privacy and protection surround homes (or villas).
- f. Saudi Arabia is an Islamic monarchy with the Koran and the traditional laws of Islam (called the Sharia) serving as the constitution. There is virtually no separation between church and state. Although there are no national elections or popularly elected legislature, the King holds open court (majlis) once a week where

any of his subjects may approach to offer advice or seek redress of grievances. The present King is Fahad Ibn Abdul Aziz. He is assisted by a Council of Ministers, led by first deputy premier Crown Prince Abdullah, Commander of the National Guard, and by second deputy premier Prince Sultan, Minister of Defense and Aviation.

2. General Information

- a. The climate of Riyadh is much like that of the American Southwest. Summer clothes are worn most of the year, but some warm clothing is necessary for the winter months and for cold-weather travel out of the country. Although most entertaining is casual, there are occasional dressy functions and usually a formal dinner dance once a year. Bring a dress uniform (officers and enlisted). Off the compound, most wives wear an Abaya, which can be purchased at the women's souk (market).
- b. Rumor states you can find anything in Riyadh -- if you're willing to pay the price! Because of the high prices of imported goods -- and because you can't really find everything you can back home -- it is a good idea to bring an extra supply of particular items or brands you don't want to do without. Catalog sales are an excellent supplement for items that cannot be found locally. Food markets, snack shops, bakeries, and an increasing number of supermarkets are located within easy driving distance of the compound. Western clothes and shoes are expensive, and American styles are difficult to find. Quality children's clothes are also hard to find and are expensive. But such things as stereos, cameras, calculators, watches, gold, brass, silver, caftans, and embroidered blouses are excellent buys. Bargaining is expected in the souks, offering half of the requested price is a good starting point.
- c. Shipment of Household Goods. Some misinformation on weight allowances has been disseminated in the past, so double-check all information with your Transportation Office. Then check it again. Bring or be prepared to purchase your own multi-system TV and VCR. Quarters are provided with essential furniture and appliances. Bring kitchen supplies (i.e., bake ware, pot holders, Tupperware etc.), accent pieces for use throughout your quarters and plenty of pictures for the walls. Bringing some tools (i.e., hammer, screwdrivers, and drill) is advisable although many are available through "self-help." The voltage in the quarters is 110 V. When in doubt ask your sponsor!

3. Facilities

- a. Housing is not a problem in Riyadh. Service members and their families live on Eskan Village. Quarters are determined upon accompanied/unaccompanied status, availability at the time you arrive, and your assignment. Check with your sponsor for specifics about your housing.
- b. Common use facilities within the compound include a swimming pool, tennis courts, recreation center, theater, racquetball court, library, and two clubs, which contain dining areas. A commissary, PX/BX and APO facility are also located on the compound.
 - c. Barber/Hairdresser: Eskan Village operates a barbershop and a beauty shop.

4. Utilities

- a. Free utilities are provided.
- b. The voltage in Riyadh is 110/60 cycle. The use of a voltage regulators or overload protectors is recommended when operating sensitive equipment.

c. No gas (natural or propane) is used in the housing area, but it is available in bottled form, for outdoor grills, etc.

5. Communications

- a. Local telephone service is reliable.
- b. Overseas telephone service is adequate, but expensive. Commercial calls to the States can now be made almost immediately. USMTM has a variety of sources for official and morale calls. DSN is available on the compound for official use.

6. Flying In-Country

- a. Saudia is the Kingdom's sole in-country airline.
- b. The USMTM Transportation Division (GUTS) consists of C-12 aircraft operated out of Dhahran for official in- country travel by USMTM personnel.

7. Pets

Cats are quite popular and can be either brought with personnel or obtained in the Kingdom. Dogs are tougher to get through the system. Lots of paperwork is required to bring any pet into country, so work with your sponsor on procedures as early as possible. Veterinary services are available locally.

8. Restrictions on Women

Saudi Arabia places restrictions on their women, which affect the everyday life of Western women as well:

- a. Women are not allowed to drive in Kingdom (except on Eskan Village).
- b. Because of Saudi attitudes toward women working, jobs outside the fields of teaching, nursing, and secretarial work are difficult (but not impossible) to find. The Saudi Arabian International School-Riyadh (SAIS-R) employs local-hire teachers, both full-time and as substitutes. Most other jobs are found by word of mouth and are often available with US government activities. We have a Civilian Personnel Office (CPO) program in Riyadh. Your sponsor can tell you more.
- c. Riyadh is more conservative than the other major cities of Saudi Arabia in the matter of dress. Most western women wear an "ABAYA" when going downtown. You are not required but are <u>strongly advised</u> to wear an "ABAYA" at all times in public. A headscarf should always be carried in the event you are asked to put one on by the local religious police. It is also advisable to shop and travel in pairs or groups -- not so much for safety, but because that's the way the Saudis do it.

9. Sports

- a. Tennis. All of the USMTM Compounds have tennis courts. Tennis is year round and one of the most popular sports.
 - b. Racquetball and squash courts are available.

- c. Running and bicycling are popular sports on the compounds.
- d. Swimming/Diving. The swimming pool is open year-round for recreational swimming. There is a SCUBA club in Riyadh.
 - e. Weight-lifting equipment is available on the compounds.
- f. Softball and Basketball. Organized softball and basketball leagues exist in the spring and fall. There is also a batting cage available on Eskan.
- g. Golf. There is a grass course available at Dirab, which is approximately an hour out of Riyadh. There are also all sand golf courses available outside of Riyadh. There is also a driving range available on Eskan.
- h. Hashing. There are groups that go into the desert for a form of running, walking, exploring, and occasional barbecues and overnight trips.

10. Leisure Activities

- a. Movies. Movies are shown free of charge at a small outdoor theater on Eskan Village. There are no movie theaters on the Saudi economy.
- b. Libraries. We have a small library on the USMTM compound. Books not on hand may be ordered. Public libraries are non-existent.
- c. Newspapers/Magazines. USA Today, the International Herald Tribune, the Arab News, and The Saudi Gazette are the major English language newspapers sold in local supermarkets and bookstores. The international edition of TIME and NEWSWEEK are also available. Because English language reading material is both very limited and very expensive here (and frequently censored), you may want to continue any magazine subscriptions you presently take.
- d. The Recreation Center can organize activities for personnel on the compound when interest demands. Sports, camping, and hobby equipment is available for loan. The Recreation Center also organizes off-compound tours.
- e. Photography can be a rewarding hobby here. However, there are prohibitions against photographing military installations, police stations, and scenes of poverty, religious rites, women, and anyone, without permission. When offended, the Saudis can confiscate film and camera.
- f. Rock Collecting. The entire Arabian Peninsula is primarily sedimentary rock and abundant outcroppings of rock and fossils can be found. Some petrified wood can be found near Riyadh as well. In the desert, primarily around Hafar al-Batin, a form of clear quartz Qaisumah diamonds can be found. These stones can be cut like true diamonds and are hard to distinguish from the real thing. All rocks and fossils are considered a part of the Saudi National History; therefore, you are advised not to remove them.

11. Organized Recreational & Community Activities

- a. Small, special interest groups exist throughout Riyadh and can be located with a little effort. Some of the interests represented include chamber music, chess, running, diving, camping, rock collecting, languages, photography, choral music, cooking, Bible study, stamp collecting, sewing, and painting.
 - b. Horseback Riding is available. Lessons are available for approximately \$25.00.
- **12. Off-Duty Education** An education department operates out of Eskan Village. King Saud University is generally unavailable to us, but it does offer Arabic classes for men in the evening, which are reputed to be very good. Tapes for learning Arabic are available from each section within USMTM.
- **13. Dining Out** In addition to the two clubs there are many local restaurants, which are worth a try. Several "four star" restaurants operate in conjunction with the major hotels and many other restaurants operate independently. There are a growing number of fast-food establishments in the area.
- **14. Trips Out of Country** There are several methods USMTM personnel and their dependents can use to travel out of the Kingdom -- on military carriers via "Space A" or at reduced rates on commercial carriers. Paid EML may be available for military personnel so that they and their dependents may travel round trip from Riyadh to JFK. Since the regulations that govern these procedures change frequently, you'd be well advised to wait until you arrive to find out what is available at the time.

15. Local Sights

- a. Mismak Fort. This large adobe fort near the center of town was the refuge for the Governor of Riyadh during the attack on the city by Abdul Aziz Ibn Saud in 1902.
- b. Museum of Antiquities. The Department of Antiquities operates this museum to display archaeological findings from Saudi Arabia dealing with pre-Islamic civilization of the Arabian Peninsula. It also contains some exhibits of native art from the more recent past.
- c. Museum of Folklore. The Department of Languages of King Saud University (formerly Riyadh University) maintains this exhibit of folk crafts. Its primary purpose is to serve as a laboratory for the study of Arabic, but is interesting for its display of utensils, tools, costumes, transportation, and jewelry.
- d. Museum of Natural History. Although a great deal of Saudi Arabia is desert, it also has high mountains that once supported lions and still houses a colony of baboons. This museum, also operated by King Saud University, has displays showing the wide variety of wild life found in the Kingdom.
- e. Archaeological Findings of the Empty Quarter. King Saud University also has a permanent exhibit of findings from the site of a village that was an active, pre-Islamic trading center in what is known as the Empty Quarter.
- f. Camel Races. Every spring the King sponsors a 26- kilometer camel race, which is known for its festivity and large purse.
- g. Al Diriyiah. This small, mud-walled hamlet, about 15 kilometers from Riyadh, is the ancestral home of the Al Saud family. Many of the old homes remain and are still occupied. There are several good places to

picnic and many interesting ruins to walk around, though currently there is considerable reconstruction in progress.

h. There are several one-day trips that can be made out into the desert from Riyadh.

16. Things You Might not Think of Bringing, but should Consider:

- More shoes, sandals, bathing suits, and underwear than you think you'll need, everything wears out quicker here.
- Seasonal decorations, artificial Christmas tree, wrapping paper, special greeting cards.
- Pictures for the walls.
- Entertaining cookware and serving pieces.
- Sewing machine.
- Hand tools, drill with concrete bit.
- Hobby and sports equipment.
- Home Personal Computer (if you need one). You have the option of bringing a computer or purchasing one upon your arrival. Should you not ship one, you can have a computer made to your specifications on the local economy. The prices are very competitive, primarily due to the low cost for labor. This option might allow you to ship more personal articles since your shipping allowance will likely be very limited.
- And a final word of advice: Be prepared for a way of life, both on and off the compound, which will probably be very different from that to which you are accustomed. If you forget everything on the list above, don't worry about it -- just don't forget to pack your sense of humor and an unlimited supply of patience! The attitude you bring with you will make -- or break -- your tour in Saudi Arabia.

4-2. USMTM DETACHMENT - DHAHRAN







1. Life in Dhahran

- a. Dhahran is located in the Eastern Province of the Kingdom on the Persian Gulf. USMTM personnel work on the King Abdul Aziz Air Base (KAAB). Personnel live on the Oasis compound that is 10 minutes away from the USMTM work site on the Air Base. The Oasis compound is only two miles from the U.S. Consulate General and about ten minutes from the Arabian American Company's (ARAMCO) largest community where many Americans reside.
- b. Saudi Arabia is an extremely conservative country, especially regarding women. Daily life on the compound and within the western community will be confining, much as a very small community in the United States. However, western wear is fully permitted on the USMTM work and residential compound. In town and in the Saudi community, we must be considerate and respect the customs of the area, which includes dressing conservatively; you will feel more comfortable and your Saudi neighbors will appreciate your courtesy. You will wear mostly cool cottons during the warm months; however; double knits and a warm sweater or jacket will be needed during the cooler months of January and February. If you plan to take winter trips out of country, you will need some type of all-weather coat and winter clothes. A raincoat and an umbrella would be useful as it does rain here--rarely, but heavily when it does. Women wear conservative long dresses or slacks when going into town. You will need your dressier eveningwear as we do have parties; and again, pantsuits and long skirts are very popular. Women do wear halter and backless party dresses on base at private functions when no Saudis are in attendance.
- c. Life here can be frustrating, but you will also find it quite interesting and educational. You will have a unique opportunity to gain knowledge about an area of the world that has certainly gained new importance recently. You should check with the local library and find a few books about the Middle East. The three most important ingredients you can bring with you are your spirit of adventure, your sense of humor, and a great deal of patience.

2. List of suggestions to help with packing

- a. Bring a good supply of cotton undergarments for women--especially panty hose, and/or support hose. Clothes wear out rapidly. Clothes are available downtown at the various shopping centers.
- b. Bring an ample supply of shoes for everyone (sand is very hard on shoes). All styles of footwear are available locally at a medium to high price. Leather shoes are preferred to plastic types during the summer because of the need for the feet to "breathe."

- c. Bring all of your makeup items--prices are high in town and they may not carry your favorite brand. You can ask your sponsor if necessary.
- d. Some personal hygiene items (i.e., soaps, cosmetics, colognes, etc.) introduced in the last couple of years may not be available here, but the "old standby" items are available and a large supply of new items as well.
- e. You do not need to bring any appliances. The Oasis villas are fully equipped. However, you may bring small personal appliances. We have standard US voltage and cycles.
 - f. Your quarters will be fully furnished. You do not need to bring anything else.
- g. Bows, paper, etc. for Christmas gifts are available in the local stores. Birthday paper, cards, bows, decorations, favors, napkins, etc., for special occasions and holidays are also available.
- h. You will want a sun hat for general outside use, and it is advisable for ladies to take along a headscarf when visiting small villages or traveling to Riyadh.
- i. Kitchen trash cans, laundry baskets, and a plastic dish drainer are provided. Outside trashcans are furnished. Plastic food containers and shelf and drawer liners are necessary because of the large population of ants and other insects. You can buy these items on arrival but prices are generally higher here.
- j. Some lawn chairs are provided. They are available in the local stores. Charcoal grills are located at most villas. They are also available in the local area stores. Regardless of whether or not you cook out, you will find an ice chest and thermos jugs indispensable, especially to take along to the beach or traveling during the hot days. Again, there is a great selection in the local area.
- k. Dark glasses are necessary for all members. Be sure to allow for loss and breakage of these if they are prescription glasses. Glasses are available on the economy but more expensive than in the States.
- l. If you have sports equipment such as tennis racquets, fishing gear (including deep-sea equipment), SCUBA and snorkel equipment, etc., bring them with you.
- m. A hobby is almost a "must" here so bring all supplies for your special hobby. Personal computers are great pastimes and software is available on the economy.

3. Life Support

- a. There are many places to buy food in the local area. Fresh fruit, produce, and dry goods are available. All meat is frozen. The local supermarkets now stock many western products, especially meat. There are 24-hour Panda Stores in the area, and they carry most U.S. products at a slightly higher price than in the States.
- b. Many Wal-Mart type stores are located about a 5-minute drive from the Oasis compound. There is a great selection of music, music systems, and camera equipment. Also stocked are household items and small appliances, white goods, office-type supplies, toiletries and personal hygiene items, a few toys, a few clothes, overthe-counter medicines, tools, suitcases, cosmetics, and magazines. Camping equipment is also available.
- c. Full service banking is not generally available. The Detachment has check-cashing and currency conversion ability. There is a limit of \$745 once per month. Postal money orders up to \$700 can be purchased at the APO. The best bet is to arrange to bank by mail, using direct deposit of pay and allotments as required.

4. Utilities Free utilities are provided. The voltage in Dhahran is 110/60 cycle. The use of a voltage regulator or overload protector is recommended when operating sensitive equipment. Various adapters are necessary for three-prong plugs and are available in the local hardware stores.

5. Mail

a. Your sponsor can obtain a box for you well ahead of arrival time if you provide a copy of your orders. The mailing address is:

Rank/Name PSC 1258, Box _____ APO AE 09858

- b. Mail is normally delivered to the APO daily and is delivered to the detachment 5 days a week. First class mail usually takes 10-12 days for delivery, but SAM packages can take in excess of three weeks--mail in Saudi Arabia is slow.
- **6. Communications** Local telephone service is reliable and provided at a charge to include the instrument itself. Overseas telephone service is adequate but expensive. DSN lines are available in the quarters for official use. Individuals are authorized 60 minutes of free DSN time per week.
- **7. Vehicles** MODA provides vehicles for USMTM personnel. The vehicle, all major maintenance, and fuel are provided by MODA at no charge to the service member.
- **8. Pets** Cats are quite popular and can be either brought with personnel or obtained in the Kingdom. Dogs are tougher to get through the system. Lots of paperwork is required to bring any pet into country, so work with your sponsor on procedures as early as possible. Veterinary services are limited. Please check current USMTM policies before bringing pets.

9. Health Care

- a. Medical Care: USMTM personnel are eligible to use the MODA hospital located on the Dhahran Air Base. Services are also available in the local area, Riyadh and Bahrain.
- b. Hospitals: Accidents or illnesses requiring hospitalization are treated at MODA hospital or at a DoD facility in Europe via medical evacuation.
- c. Medical Evacuation: The USMTM flight surgeon, located in Riyadh, is the only person who can authorize medical evacuation. Evacuation is to Germany or CONUS depending upon transportation available and type of treatment required.
- d. Dental Care: A small dental clinic is operated in conjunction with the medical clinic at the MODA hospital. Services are also available in the local area and Bahrain.
- e. Medications: Medications are available at the MODA hospital with a doctor's prescription. If you carry medications into the Kingdom, ensure you have the prescription. You can also get medications at the USMTM dispensary in Riyadh.

10. Sports

- a. A variety of individual and team sports are available in Dhahran. The summer climate is rather hot and often humid with temperatures reaching and staying at 120 degrees for days. There is an almost constant wind, and outdoor activities are difficult especially for people with sinus-type problems. During the fall and spring, the weather is pleasant but flies are abundant. The winter provides some rain, cool daytime temperatures, and some cold nights.
 - b. Tennis. Tennis is year-round and the number one sport.
 - c. Racquetball and squash courts are available in the Oasis compound.
 - d. Running is a popular activity on the Oasis compound.
- e. Swimming/Diving. The swimming pool is open year-round on the Oasis compound. The pool is heated in the cool months.
 - f. Weight-lifting equipment is located on the Oasis compound.
- g. Softball. Organized softball leagues exist for adults in the spring and fall although all games are played off the compound in Dhahran or Al-Khobar.
 - h. Golf. A course is located in Bahrain and Riyadh.
 - i. Bowling. There is an eight-lane bowling alley at the Oasis compound.
- j. Hashing. Groups organize to go into the desert for a form of running, walking, exploring, and occasional barbecues and overnight trips.

11. Leisure Activities

- a. TV/Video. Every set of quarters is provided a television set.
- b. Radio There are at least three English-speaking radio stations in our area of reception.
- c. Movies There are no movie theaters available on the Saudi economy. There is an "in-house" movie channel which shows movies 24-hours a day. The Oasis compound has a movie theater and a video checkout program. The ARAMCO compound has a movie theater available to guests.
- d. Libraries. We have a library on the Oasis compound. Public libraries are non-existent. Our library has a good supply of reading material.
- e. Newspapers/Magazines <u>USA Today</u>, <u>International Herald</u>, <u>Tribune</u>, <u>Arab News</u>, and <u>Saudi Gazette</u> are the five major English language newspapers sold in local supermarkets and bookstores. The international edition of <u>Time</u> and <u>Newsweek</u> are also available. Because English language reading material is both very limited and very expensive here (and frequently censored), you may want to continue any magazine subscriptions you presently take.

- f. Music. Listening to music is a popular leisure time activity here so bring whatever stereo system you have. A wide variety of recorded music is available downtown, and cassette tapes are very inexpensive.
- g. Bahar Beach. The beach (western-style clothing allowed) is located just 30 minutes away from the Oasis compound. Fishing trips, water skiing, jet skis, wind surfing, sail boating, paddle boating, and swimming are all available. A small fee is charged.

4-3. USMTM DETACHMENT – <u>JEDDAH</u>







1. The City of Jeddah

- a. Jeddah, located on the Red Sea in Western Saudi Arabia, is one of the world's oldest inhabited places with tradition saying that Eve was buried here after she left the Garden of Eden. It is a centuries-old route to Mecca for pilgrims throughout the Islamic world and has become one of the world's most cosmopolitan cities.
- b. Today, more that 1 million people live in Jeddah and approximately half of them are foreigners. It is Saudi Arabia's largest city, as well as its greatest commercial center. "Jeddah" is variously spelled Jiddah, Juddah, and Jeddah.

2. Recreation, Entertainment, and Area Attractions

- a. On the compound are tennis courts, squash courts, a restaurant, six lane bowling alley, game room, Nautilus exercise facility, a whirlpool, a sauna, laundry/dry cleaners, several swimming pools, a weight room, a small Safeway supermarket and a boutique. These facilities are maintained by Arabian Homes, which is a British firm. Scuba diving, hiking, geographical history, and archaeology clubs and more are available.
- b. Area attractions include shopping in the local souks (markets) which have a wide variety of merchandise from around the world. Restaurants serving American, Asian, European, and Middle Eastern foods are abundant in the city.

3. Clothing

- a. The climate in Jeddah is hot and humid year round. Navy personnel should bring several sets of summer white, khaki, and mess dress uniforms. One set of service dress blue and winter blue uniforms should be sent for wear on TAD in Riyadh and other locales in the winter. Most travel is done in civilian clothes.
- b. Army personnel should bring one extra set of the class B uniform along with one Class A uniform and mess dress, dress blues, or whites if available.
- c. All officers should bring two suits and casual dress attire. Otherwise, civilian clothes are usually informal. Short sleeve shirts, blue jeans, cut-offs, sandals, etc., are perfectly acceptable for off-duty wear on the compound. However, most people will prefer to wear nice slacks and a good sports shirt to parties, dinners, etc. Sweaters, jackets, and raincoats are seldom worn in Jeddah due to the climate, but may be worn at inland regions during the winter. Bring hiking attire if you are interested in hiking as a hobby. Many opportunities will occur throughout the year.

- **4. Things to Bring** Check with your sponsor to find out exactly what household items and appliances you should bring with your household goods. The kitchens have stoves and large refrigerators. Since each apartment has three or four large rooms, few people bring enough to decorate them all. Personal towels, bed sheets, and bedspreads should be brought as well.
- **5. Recreational opportunities** You may want to bring SCUBA equipment, a tennis racquet, racquetball and squash rackets, salt water fishing gear, good running shoes, camping gear, etc. Be sure to include at least one old pair of tennis shoes in addition to your good tennis shoes for walking across coral reefs for unsurpassed diving and shell collecting.
- **6. Mail** Jeddah has a full service APO, including registered mail, money orders, claims, and inquiries, and stamp sales. First Class and Priority Mail from CONUS usually arrives in 7-8 days; mail going to the US usually takes 9-10 days. Sponsor should ensure a P.O. Box is obtained prior to arrival in order to facilitate mail delivery; otherwise, all in-coming mail will be delivered to General Delivery. The address for all Jeddah USMTM personnel is:

Rank/Name PSC 1211, Box______ APO, AE 09811

Standard Saudi mail restrictions apply. No alcohol, pornography, pork products, or weapons may be mailed to Saudi Arabia.

- **7. Telephone** Long distance is usually dialed direct 011-966-2-691-0672 or 691-0192 but check with the operator first. Sometimes calls can be made by calling Washington D.C. switch, ask for USMTM Riyadh operator, then ask for Jeddah (city code 2) 691-0672 or 691-0192.
- **8.** Community Life Jeddah is an international city containing mostly Consulates, the bulk of the Embassies having moved to Riyadh. Numerous social functions occur during the year at the varying civilian, military, and government facilities in the "foreign" communities. Most of these events are informal and the guest lists would rival a United Nations event.

9. Miscellaneous

- a. Exchange Facilities. An AAFES site Annex, located at the Arabian Homes, provides limited sundry-type Exchange services to active duty military and DOD civilians. Items not available may be special ordered at the PX or through the AAFES catalog. Hours are Sunday-Wednesday 1000-1730; Thursday 1000-1400; closed on Fridays.
- b. Riyadh Commissary. Food may be obtained by order from the US Army Commissary in Riyadh on a weekly basis. There are well-stocked local supermarkets available, but they are somewhat expensive.

4-4. USMTM DETACHMENT - KHAMIS MUSHAYT







- **1. General** Khamis-Mushayt is the Headquarters of the Southern Area Command and home of the Field Artillery and Infantry Schools and King Khalid Air Base. The city is a thriving market center with a population of around 35,000. Khamis provides products and services to support the large military installations and a market for the extensive agricultural production of the area.
- **2. Operations/Quarters** King Khalid Air Force Base is a large installation that handles military air traffic in the Khamis area. Commercial air traffic is routed to Abha Airport, a 35-minute drive from the base. The USMTM Air Force Section, F-15 TAFT, LSG, and Peace Shield personnel work at the Air Base. Fully furnished quarters are available for military personnel on the PS-1 Compound. Even though the quarters are fully furnished, personnel may want to bring wall hangings and personal/sports equipment. The latest information on what to bring will be available through the sponsor program. The ranch style houses are approximately 2,000 sq. ft in size, have 3 bedrooms, 2 full and 2 half baths, living room, dining room, with attached carports and large fenced in yards.
- **3. Facilities** Military personnel have a variety of facilities available to them. They are allowed to use the PS-1 Compound facilities. The facilities include a dining hall, pool, bowling hall, racquetball courts, travel agent, Hair dresser, barber shop, snack bar, cashier, small commissary, VHS and BETA tape checkout, basketball and tennis courts. Laundry facilities are also available.
- **4. Climate** Those assigned to Khamis-Mushayt are fortunate for its climate is one of the best in the Kingdom. Situated in the mountainous Asir region at 6,700 ft. elevation, conditions can be described as moderate. The months of March and August are known for their afternoon rains and thunderstorms. The rest of the year is dry and sunny with temperatures ranging from 70's in the spring to the 80's and 90's during the summer. Coats are a necessity in the evenings during the chilly winter months when early morning temperatures can easily drop to freezing.
- **5.** Community Life Khamis has a very small military community consisting of USAF personnel. The PS-1 Compound is shared with the civilian community which is made up of personnel from such companies as Al-Salam, Lockheed-Peace Shield, Warner Robins ALC-Peace Sun.

6. APO There is a partial service postal facility at Khamis supporting the US forces. Since Khamis is on the end of postal service operations, it takes about two weeks to receive mail or send mail to the US. The address for Khamis is:

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- **7. Other Services** Other services available include free AAFES video movies, riding stables, and a library. DSN service is not available. Personnel are allowed 15 minutes of personal calls per week through a DSN operator. Direct commercial lines are the best means to call in-to or out-of the Khamis area. The commercial number is 011-966-7-223-3961 x 4336 (office) or 011-966-7-223-3961 (home/ask for any military personnel). A commissary and exchange shopper service is available which allows for the ordering of commissary foodstuffs and exchange items from Riyadh. These items are flown in periodically by US Military aircraft.
- **8. Recreation** Khamis offers many recreational activities. There is swimming, tennis, racquetball, basketball, softball and bowling leagues. Within three hours driving is snorkeling and scuba diving at the Red Sea. (Scuba certification classes are available from qualified personnel). Within a short driving distance of the city, one can sightsee, picnic, trace old camel caravan routes, visit the Empty Quarter or just drive and appreciate Saudi culture in the many picturesque villages which dot the countryside.
- **9. Military Members** Bring plenty of uniform items, as these are not available in the Kingdom. House voltage is 110V, 50 cycle. Also bring a valid stateside Drivers License and at least 30 passport pictures (15 uniform/15 civilian) for various ID cards and passes.

4-5. USMTM DETACHMENT - JUBAIL



1. General

- a. King Abdul-Aziz Naval Base (KANB) is located just south of the steadily growing Jubail commercial port and industrial complex. It is about 100 kilometers (60 miles) northwest of Dhahran; about one hour driving time over a heavily-traveled, divided, and limited access highway.
- b. KANB stretches nearly 10 kilometers (6 miles) along its north-south beachfront on the Arabian Gulf and averages about one and one-half kilometers (one mile) in east-west width.
- c. With the completion of the initial construction in 1980, KANB now has extensive waterfront operational and protective works, dry-docking and shop repair facilities, a training complex for several hundred students in a variety of naval curricula, supply, public works, housing, community services, and other base support buildings to accommodate RSNF requirements. Design and the US Army Corps of Engineers did construction for KANB.
- **2. Housing** Fully-furnished apartment-style quarters are designed for double occupancy and are located off-base in the US Navy "Garden Village" compound. These villas have a fully equipped kitchen, washer/dryer, a living room, dining room, three bedrooms, and three bathrooms. The compound is a walled enclosure containing apartments, pool, sundeck, recreation room, exercise room, and laundry. All furniture and major household appliances are provided. The USMC TAFT is housed separately in Jubail in the Desert Palms Compound, which also includes a dining facility.
- **3. Dining** A base cafeteria and snack bar provide alternatives to cooking at home. There are a number of commercial restaurants in Jubail with a more extensive choice in the Dammam/Al Khobar area near Dhahran. There is also a restaurant on the Garden Village Compound.
- **4. Commissary** A small and poorly stocked on-base, contractor-run, RSFN commissary and mini-mart are available to all personnel at KANB. DOD personnel at Jubail can also utilize the DOD commissary at Dhahran.
- **5. Exchange** The Army & Air Force Exchange in Dhahran is available to DOD personnel stationed at Jubail.
- **6. Off-Base Shopping** The Dammam/Al Khobar/Dhahran metropolitan area, and to a lesser extent the town of Jubail, offer a variety of foodstuffs and trade goods for sale. Prices are somewhat high but the selection and quality of certain items make off-base shopping almost a necessity, especially in the areas of fresh fruits and vegetables, breads and pastries, meats, fish and dairy products. A COLA helps to off-set the higher prices involved with off-base shopping.

7. Recreation and Entertainment

- a. Several miles of usable beachfront, fishing, and the nearby reefs of Jurayd Island combine to make Jubail very attractive for the salt-water enthusiast. Garden village has outdoor courts for tennis, volleyball and basketball, some of which are lighted for cooler evening use. There are prepared surfaces where team sports may be enjoyed. The Detachment has, in the past, participated in local team sports including softball, rugby and bowling. Tennis, racquetball, and squash courts are also available at the Royal Commission Industrial complex about ten miles from the Garden Village compound.
- b. Additional recreational facilities at the Garden Village compound include pool, Jacuzzi, ping pong, darts, billiards, and foosball. Horseshoes and weight lifting are available as well as a large assortment of other Welfare and Recreation items. Movies from the AAFES film circuit arrive weekly. A number of gulf area radio and TV stations can be received that carry English language programming.
- 8. Postal Services US Mail for personnel in Jubail is received at the APO Dhahran then picked up by Detachment personnel and driven back to Jubail. The APO in Dhahran provides all other postal services such as purchasing stamps, money orders, mailing packages, etc. The mailing address will be:

 NAVY
 USMC

 NAME
 NAME

 NAVY USMTM DET JUBAIL
 USMC TAFT JUBAIL

 UNIT 66831
 UNIT 66832

 APO, AE 09858-6831
 APO, AE 09858-6832

9. Communications

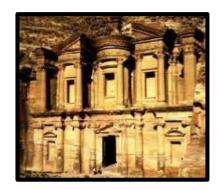
- a. DSN telephone lines are available on a limited basis for making personal calls to the United States. From Jubail this presently involves direct-dial via a tie line.
- b. Commercial telephone lines are available in the Garden Village compound. To contact the US Navy offices dial 011-966-3-361-3704; the USMC Offices, 011-966-3-361-0261; and the US Navy housing is 011-966-3-361-1163.
- 10. Climate and Clothing Jubail is very similar to Dhahran in average daily temperatures; however, its coastal location produces somewhat higher relative humidity and occasional fog and mist. Personnel are required to bring the full range of required USN uniforms including mess dress and service dress white. At King Abdul Aziz Navy Base the RSNF uniform of the day is summer white from April through October and winter blue/service dress blue from November through March. U.S. Advisors wear the equivalent uniform to Saudi counterparts. A good stock of uniforms and devices should be brought with you. Extra shoes and socks are also important items. E-6 and below need the following items: two to three sets of dungarees, one set of dress blues, one set of dress whites, blue lightweight working jacket, white hats, insignias and devices, and minimum of two pairs of shoes. A minimum of one civilian suit should be brought for formal social gatherings. Collared shirts and long pants are the minimum for travel off the living compound.
- **11. Medical Services** The MODA hospital, on base in Jubail, is the main source of medical treatment for Jubail personnel.

- **12. Vehicles** All personnel are assigned vehicles with free gas and maintenance.
- **13. Monetary Services** Check cashing may be done at the USMTM facilities in Dhahran; however, currency conversion can be accomplished through a bank or money changer in Jubail. A Navy disbursing clerk within USMTM in Riyadh currently handles disbursing matters for US Navy and USMC personnel in USMTM.
- **14.** Laundry Clothes washers and dryers are available inside the villas at the Garden Village compounds. Dry cleaning is available in Jubail.
- **15. Barber Shop** Haircuts are available from the contractor shops on base or from the local off-base community.

4-6. USMTM DETACHMENT - <u>TABUK</u>







- **1. Introduction to Tabuk** Tabuk is a small market center with a population of 100,000. Tabuk houses the Northwest Area Command at King Abdul Aziz Military City, and home of the Royal Saudi Land Forces 7th Armor, 8th Infantry, 12th Armor, and 14th Infantry Brigades; the RSLF Airborne School and Brigade, the RSLF Armor Institute, and the King Faisal Air Base with the F-5 2nd Squadron. The region provides products and services to support the large military installations and a market for the extensive agricultural production of the area. The Jordanian border, Red Sea, and Gulf of Aqaba are two hours by car. Tabuk is the largest wheat and grape production area in the Kingdom, producing over 180,000 tons of wheat per year, and exporting flowers, fruit and other crops.
- **2. Facilities, Housing** The USMTM compound is situated outside of Tabuk. The compound is composed of 30 villas, a small fitness room, sauna, racquetball court, a swimming pool, two hot tubs, tennis court/basketball court, APO, and surrounded by a fruit orchard (good for running). Personnel should bring their own pictures, pots for plants, stereos, personal decorations, tennis/racquetball rackets, rain slickers, and winter clothing as it can get cool during the winter months.
- **3. Climate** The climate in Tabuk is very similar to the Southwest and has been compared to the Tucson area. It is quite hot and dry during the summer months, but can and does reach temperatures near freezing during the winter months. Annual rainfall is almost nonexistent except for occasional thunderstorms during a brief rainy season.

4. Services

- a. Commissary supplies and PX/BX items are obtained by order from the commissary and PX/BX in Riyadh. Local supermarkets are available but some western foods are expensive. Vehicle maintenance, janitorial services, and videotaped movies are provided.
- b. The individual can prepare food purchased either locally or from the Riyadh commissary. There is a small café within the compound serving breakfast, lunch, and dinner. Tabuk personnel are entitled to 30 minutes of morale telephone calls per week via a DSN operator. Additional international calls are at the service member's expense and cost approximately \$2.40 per minute from Tabuk to the United States.

c. Tabuk does not have an APO on site. The APO in JEDDAH provides the Tabuk personnel with all essential items and documents necessary to run their own APO. Each Monday a DHL courier will come to the compound and pick-up and drop off any mail for the Tabuk personnel. Outgoing mail is delivered to JEDDAH APO the following day for processing. Tabuk personnel can also send mail and correspondence back to Riyadh via GUTS flight if it is more convenient at the time. Package mail can take 30-45 days from the US, while letter mail averages 10-12 days transit time. The mailing address will be:

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- d. Automatic washers and dryers are provided in the Villa, and dry cleaning establishments are available through the compound operations.
- **5. Recreation** In addition to the activities available in the compound, the local area has many interesting activities. There are interesting geological and historical sites nearby. Jordan can be visited fairly easily, and some of the best scuba diving in the world is available in the nearby Red Sea. Personnel interested in scuba diving will not need to bring any SCUBA gear. The USMTM personnel in Tabuk have enough complete sets of dive equipment that bringing additional equipment will not be necessary.
- **6. Additional Comments** Tabuk is a very conservative Moslem community. Rules, regulations, and laws are enforced in the strictest manner. Although Westerners are generally welcome, they are expected to conduct themselves in socially and religiously acceptable ways. Preparing for service here means being mentally prepared to accept the tenets and restrictions of Islamic culture in the fullest sense. Because of these restrictions, close comradeship develops between USMTM members and other Westerners in the area. This tour provides a great opportunity to complete self-study programs such as PME, etc., and also gives individuals a great chance to improve personal physical fitness. Civilian educational opportunities are available through video courses through City Colleges of Chicago.